Minutes for the Professional Development Committee Meeting

October 21, 2010

Attendees: Brad Reed; Jon Staton; Jonathan Minton; Milan Vavrek; Sara J. Sawyer; David Lewis
Absent: Art DeMatteo (excused) and Alison Witte (excused)

1. Dr. Peek asked the committee to consider evaluation procedures and guidelines for summer grants for faculty.

2. The committee agreed that the current bylaws are adequate, but need to be revised to accommodate proposals for sabbaticals.

3. The committee agreed to meet again on October 28 at 11 am, and then again every two weeks for the remainder of the semester.

4. The committee agreed that immediate goals should be:

   A. Determining a ranking/evaluation system for sabbatical proposals. Specifically, proposals should be ranked and evaluated based on specific tangible outcomes in terms of either scholarship or classroom enhancement. Using GSC’s current Faculty Role Model as a guideline is one possible option. Guidelines used at other colleges should also be considered.

   B. Determining a ranking/evaluation system for faculty summer grant proposal. Proposals should include an abstract, budget, and detailed proposal that includes specific tangible outcomes.

   C. Determining a more feasible timetable for requests. One option includes having two calls for funding requests: one in the Fall semester, and one in the Spring.

   D. Determining how professional development funding should be divided. Options include dividing funds based on the number of requests, as is the current policy. Other options include dividing funding evenly among all faculty.

5. The committee agreed that our first priorities should be ranking sabbatical and summer funding proposals. Other goals will be tabled for future meetings.

Minutes taken by Jonathan Minton